

TEXAS DEPARTMENT OF CRIMINAL JUSTICE

FY 2021 IN LIEU OF HOLIDAY REQUEST

NAME: _____

SSN: _____

As provided in Texas Government Code Ann., §662.003, I elect to observe the optional holiday(s) noted in Column A, in lieu of the state holiday(s) noted in Column B.

COLUMN A (Optional Holiday Observed)

_____	09-19-20	Rosh Hashanah
_____	09-20-20	Rosh Hashanah
_____	09-28-20	Yom Kippur
_____	03-31-21	Cesar Chavez Day
_____	04-02-21	Good Friday

COLUMN B (In Lieu Of State Holiday Worked)

_____	03-02-21	Texas Independence Day
_____	04-21-21	San Jacinto Day
_____	06-19-21	Emancipation Day
_____	08-27-21	LBJ's Birthday

By observing the optional holiday(s) noted in **Column A**, I agree to work the state holiday(s) noted in **Column B**; ***or*** I will be charged with taking accrued earned time (vacation, holiday, overtime or compensatory).

If I do not work the so designated state holiday(s) in **Column B** and sufficient earned time is not available for use, I understand my salary for the particular month(s) will be docked accordingly.

Employee Signature

Date

Supervisor Signature

Date

Time Keyed	Column A	_____	Column B	_____
		HR initials		HR initials